



EMPLOYEE TERMINATION FORM

Employee Name: **Corderro Rush**

Termination Date: **09/11/2017**

Reason for Termination:

- | | |
|---|--|
| <input type="checkbox"/> Voluntary Resignation | <input type="checkbox"/> Job Abandonment |
| <input checked="" type="checkbox"/> Insubordination | <input type="checkbox"/> Permanent/Temporary Layoff |
| <input type="checkbox"/> Policy Violation | <input type="checkbox"/> Unacceptable Work Performance |

Explanation for Dismissal: **1:Corderro was caught sleeping in his car during his shift. 2: After the sleeping incident, Corderro was walking around in the office area and Tim Holt, Sanitation Manager told him to go out to the floor and gave him a list of things to do. He told Tim he had already done enough work on the floor and wasn't going to doing anymore so Tim told him he could go home and come in and talk to Lori Larson about whether he still had a job and that Tim would do his work for him. He did go and finish his shift.**

Is this Employee Eligible for Rehire: Yes No

Additional Comments: **Corderro has failed to make proper use of his time and has failed to stay on the assigned tasks.**

Termed over the phone

Employee Signature: _____ Date: _____

Manager Signature: *Lori Larson* Date: *9-11-17*